

**MONTANA STATE PLAN & POLICY MANUAL**  
**CHAPTER ONE**

Policy Number 1.3  
Coordination of Services  
Revised/Effective Date: October 1, 2012

**Title:** Coordination of Services

**Purpose**

The WIC Program acts as a gateway to other health services. Coordination with these services is crucial to a successful interventional contact. Coordination may take the form of referral to other services or individual contacts with community leaders and groups.

**Authority**

7 CFR246.4(a)(8)

**Policy**

It is the policy of the Montana WIC Program to coordinate program operations with other services or programs that may benefit participants in, or applicants for, the program.

**I. Referrals to Other Services**

- A. Local Agencies will routinely refer WIC participants to other community services that provide services appropriate to their needs.
1. Special counseling services and other programs include but are not limited to:

Alcohol and Drug Abuse Programs	Child Protective Services
Clinics, including Well-Child and KIDS COUNT (early and periodic screening, diagnosis and treatment programs)	Dental
DPHHS Immunization Program	Drug and Alcohol Treatment and Education Programs
Family Planning	Farm worker Organizations (with special emphasis on migrants)
Food Bank network	Health and Medical Organizations
Hospitals	MCH Programs, including block grants and case
Montana Hunger Coalition	Office of Public Instruction Homeless Education Project
Program Administration Unit (foster care)	Religious and Community Organizations in low income areas such as community action agencies, Headstart, Expanded Foods and Nutrition Education Program (EFNEP)
Schools	Social Service Agencies
Tribal Organizations and Agencies contacting off-reservations or landless Native Americans	Unemployment Offices
Welfare Programs, including Temporary Assistance to Needy Families (TANF), Food Stamps, and Medicaid	Etc.

- B. General Public: The State WIC Agency has available public service announcements, brochures, posters, etc., which can be used by local WIC programs in their outreach campaigns.

- C. Health Professionals: Local WIC programs develop their own referral systems with the local health care providers.
- D. County Commissioners: Local and State WIC Agency personnel keep county commissioners informed of WIC by sharing results of the annual monitoring process.
- E. Community Agencies: Community organizations and agencies will be invited to future WIC workshops as they have been in the past. Contacts have been made with migrant organizations throughout the State and local WIC programs have been encouraged to work with these organizations.
- F. The State WIC Agency will contact the Montana Migrant and Seasonal Farm workers Council located at 2406 6th Avenue North, Billings, Montana 59102, annually to determine appropriate agencies to contact for outreach and referral. Provide the council with names, addresses, phone numbers and operation hours of all WIC clinics. Refer this information to local WIC programs and encourage contact with the Migrant Council in their area.
- G. Urban Indian Organizations: Ongoing efforts are being made to increase the participation of off-reservation Indians in existing WIC programs. One WIC clinic has been established in a health clinic serving urban Indian populations.

**II. Health Officers, Indian Health Service Unit Directors, etc.**

- A. Whenever possible, State WIC Agency personnel visit these persons during the biennial monitoring.
- B. Local WIC program staff is encouraged to make visits to these groups at least once annually to inform them of WIC successes in their area.

**III. Program Administration Unit**

- A. The State WIC Agency will coordinate with the Foster Care Child and Family Services Division by:
  - 1. Providing copies of the Montana WIC Program income guidelines, "Nutrition Program for Montana's Women, Infants, Children" brochure, a listing of WIC clinic phone numbers for various towns in Montana, and a "Dear Foster Parent" letter which includes information about acceptable proof of placement and how to receive benefits; and
  - 2. Offering local WIC program CPA's to provide information about the WIC Program to potential foster parents attending training sessions sponsored by the unit.

**IV. Substance Abuse Programs**

- A. The State WIC Agency will contact, on an annual basis, the three drug-alcohol intervention programs in the State that serve pregnant women. Information will be provided about WIC and the location of its clinics. Local WIC programs will be instructed to include these programs in their outreach and referral plan.

**V. Nutrition and Physical Activity Program (NAPA)**

- A. Participate in the Cardiovascular Health/obesity Prevention Task Force.
- B. Collaborate on breastfeeding promotions and support activities with NAPA to prevent obesity.

**VI. Eat Right Montana (ERM)**

- A. Participate in ERM activities.

- B. Disseminate Healthy Formulas Packet to local programs to use who appropriate. Participate in the Statewide Breastfeeding Coalition (subcommittee of ERM) to coordinate (collaborate) on activities for promotion and support of Breastfeeding in Montana.